

Chief, Management Staff

24 June 1954

Chief, Budget Division

Increase in T/O for the Cable Secretariat

1. Reference is made to memorandum of 8 June 1954 from the Executive Assistant to the Director to the Assistant Director of Personnel relative to increase of five (5) additional positions in the current T/O of the Cable Secretariat.

2. The positions requested are as follows:

1 GS-12 Watch Officer	\$ 7,040
5 GS-11 Asst Watch Officer	29,700
3 GS-4 Clerk Typist	<u>9,525</u>
Subtotal. . . . .	46,265
Less deletions (4 GS-9, Cable Analyst)	<u>20,240</u>
Net Increase. . .	<u>26,025</u>

3. A total of [REDACTED] positions in the amount of \$294,338 were requested in the 1955 budget for this activity; however, since budget presentation, reclassification of several positions and overtime requirements have resulted in increased costs to the Cable Secretariat. The present ceiling for the Cable Secretariat is [REDACTED]. If this increase is approved, ceiling for these five (5) positions will have to be released from the Director's reserve. However, funds to cover these positions have been requested in the 1955 Operating Budget.

25X9

25X9

25X1A